

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING**

**May 29, 2014**

**PRESENT:** Tom Diedrick, Keith Pamperin, Pat Hickey, Beth Relich, Corrie Campbell, Steve Daniels, Larry Epstein, Lori Rasmussen, Marvin Rucker, Lisa Van Donsel, Barbara Robinson, Joan Swigert, Melanie Maczka

**EXCUSED:** None

**ALSO PRESENT:** Devon Christianson, Debra Bowers, Laurie Ropson, Diana Brown, Lisa Steffen

The meeting was called to order by Chairperson, Diedrick at 8:35 a.m.

**PLEDGE OF ALLEGIANCE**

**INTRODUCTIONS:** Mr. Diedrick, chair stated will hold introductions to Agenda Item 7 for guest speaker.

**ADOPTIONS OF AGENDA:** Mr. Pamperin/Mr. Epstein moved to adopt the agenda. **MOTION CARRIED.**

**APPROVAL OF AMENDED MINUTES FROM APRIL 24, 2014:** Ms. Robinson requested a correction regarding reporting of the Thrift Plan Amendment and a word improperly printed as "on" should be "one". Ms. Robinson/Ms. Swigert moved to approve the minutes with the correction. **MOTION CARRIED.**

**COMMENTS FROM THE PUBLIC:** Ms. Campbell noted during neighborhood visits while campaigning, she recognized needs and she referred persons to ADRC. Ms. Campbell expressed appreciation to the ADRC and the staff who were of assistance.

**FINANCE REPORT:**

**A. REVIEW AND APPROVAL OF FINANCE REPORT – APRIL 2014:**

Ms. Bowers reviewed the Financial Highlights and noted that Medicaid Administrative Funds are a little ahead of budgeted revenue. Preliminary projections show these funds will remain slightly ahead of budget through year end. The ADRC grant revenue is slightly under budget, due to timing issues that will be resolved in future months. A Question was posed do Medicaid Administrative Funds end during the current year if over budget target and do they have to be returned if not spent? Ms. Bowers stated the funding is based on time reporting for specified services provided by staff throughout the year and is not time specific. Ms. Christianson stated that the state encourages ADRCs to maximize this type of funding including encouraging using the funding in future years to expand programs and services. Mr. Pamperin/Ms. Campbell moved to approve the Finance Report – April 2014. **MOTION CARRIED.**

**B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS – APRIL 2014:**

Ms. Bowers reported receiving \$300 from Wisconsin Public Service as a result of their program Dollars for Doers which matches donations from employees and retirees. Also received \$500 from Mental Health America for materials for use in mental health programing. Ms. Van Donsel noted that in addition to materials these dollars may be used for mental health programs that provide prevention, treatment, and support for caregivers. Ms. Maczka/Ms. Hickey moved to approve the Restricted Donation Report. **MOTION CARRIED.**

## **DIRECTORS REPORT:**

**A. UPDATED BOARD LIST:** Ms. Christianson called attention to the updated board list handout.

### **B. STATE VIDEO AWARD: LEONARD AND FINCO PROPOSAL AND BUDGET REQUEST:**

Ms. Christianson noted the state awarded \$110,000 to be used for TV/Radio ad placement according to the enclosed schedules from the selected media outlets. The award can only be used for direct payment of scheduled media ad placements. Although the ads mention ADRCs they do not provide local contact information and can't be altered to do so. It will be important to maximize the local impact of this media blitz. To do so Ms. Christianson requested approval of a Budget Transfer Request of \$13,500. The request would be used for two projects. One, working with Leonard and Finco on an outreach plan to capitalize on the impact of the state TV/Radio ads locally by reaching out to the community to inform/educate them on what the ADRC in Brown County does, and two work with NorthCoast Video for the production of a short introduction video for use at presentations and posting to the website. A Question was asked as to what will happen after the ads run and the outreach plan is completed. Ms. Christianson explained we intend to learn from Leonard and Finco to replicate the outreach strategies in the future. Question asked as to whether Leonard and Finco was a local firm and it was confirmed they are and are an approved county contractor. A review of the topics for the monthly articles was suggested to be sure they are relevant to and inclusive of our target groups. Ms. VanDonsel/Mr. Pamperin moved to approve the budget request. **MOTION CARRIED.**

**C. GRANTS:** Ms. Christianson presented recently awarded grants for approval.

**1. Northeast Wisconsin RTAC Grant:** As a result of an ADRC staff falls prevention program presentation this group expressed an interest in supporting building awareness of the Stepping On program in the community and suggested the ADRC apply to their organization for funding to purchase newspaper ads. Award: \$3,010.

**2. Lighten Up Program Funding:** Evidenced based pilot program first initiated in Kenosha County. Kenosha County will contract with ADRC-Brown County to provide funding to pilot the program here. The Lighten Up program purpose is to improve the quality of life and well being of persons age 60 and older. The program is designed to help people manage their daily lives in more positive ways by learning techniques to process and understand internal thoughts and instill hope. Award: \$19,613

**3. Oneida Tribe Memorandum of Understanding (MOU):** Oneida Tribe has elected to apply for a Aging & Disability Resource Specialist Position (ADRS). As a result the state is requiring them to have an MOU with local their ADRC, and a representative on the ADRC board. The draft MOU document is at Brown County Corporation Counsel for review. Members of the ADRC board are appointed by the Brown County Board. Oneida Tribe as a sovereign nation does not recognize directions (appointments) from local government entities. Discussion included suggestions to mitigate the requirement. The ADRC will await direction from Brown County Corporation Council and then discuss with the Tribe officials.

**4. Farmers Market Agreement:** A standard 3 year agreement to administer the voucher program specifically for Seniors who meet the guidelines. Question asked regarding how the vouchers are distributed. Ms. Christianson explained persons or their proxy pick them up at designated locations. Question asked regarding if they can be used outside of Brown County and at the New Leaf Winter Market. The vouchers can be used at approved vendors at Farmers Markets in Brown County. Brown County usually runs out of vouchers as demand exceeds supply.

Mr. Epstein/Ms. Maczka made a motion to approve the above grants assuming approval by Brown County Corporation Counsel where warranted. **MOTION CARRIED.**

**D. Dementia Care Specialist:** – The ADRC was awarded grant to hire a Dementia Care Specialist. Nicolette Miller has accepted the position and will be at the next board meeting to present. Ms. Christianson reported that she, along with Mr. Diedrick, representing Options for Independent Living and Ms. Brown, representing NEW Curative defended the Durable Medical Equipment grant to the Community Foundation. A response is anticipated in the middle of June.

**E. Executive Committee and Finance, Budget Process 101:** An Executive Committee meeting is scheduled June 26, 8:30 a.m., at the ADRC. First on the agenda will be a presentation Budget Process-101 outlining and explaining the ADRC budget. All board members are invited to attend the presentation. The next board meeting, July 10, 8:30 a.m., at the ADRC, this is a very important meeting to attend as the preliminary budget will be presented for board approval.

#### **LISA MILLS, INDEPENDENT CONSULTANT FOR EMPLOYMENT FIRST INITIATIVE:**

At a past board meeting the board learned about Community Rehabilitation Programs, Pre-Vocation (sheltered workshops), and commensurate wage. At that time the board requested the opportunity to learn more about community employment programs. Ms. Mills was invited to speak to the board about this topic. Ms. Mills presented background information about the initiative, the new January 1, 2014 federal regulations, effective march 17, 2014, a history as to how they were issued, and finally what states are doing to come into compliance. Ms. Mills noted that states have until December 31, 2014 to provide a transition plan, of which they are required to hold a minimum of two public comments periods on the plan. Public comment periods are an important tool for advocates to have their voices heard regarding the plan. States can request up to five years to complete the transition. Ms. Mills answered questions and provided her contact information along with websites for more information. Ms. Mills PowerPoint was provided as a handout to the board.

#### **FAMILY CARE UPDATE:**

Ms. Christianson stated no additional information is available. A Request for Proposals (RFP) expected to be released by the state by end of May.

#### **LEGISLATIVE UPDATES:** None

#### **ANNOUNCEMENTS:**

Ms. Christianson thanked Ms. Robinson for her help with the recent Caregiver Event. It was very successful with 85 attending and a waiting list. Ms. Van Donsel announced that as of June 1, 2014 cell phone information will be made public and encouraged persons to call and have your cell phone number put on the national do not call registry. The number is 1-888-382-1222. She noted you need to call from the phone you want protected. Mr. Diedrick announced that July 15, 2015 will be the 25<sup>th</sup> anniversary of Americans with Disabilities Act (ADA). Options for Independent Living is working with organizations around state on a major event to celebrate. They are looking for information about who the key people were in Northeastern Wisconsin in getting this legislation enacted. There will be an organizing meeting June 16, 2014 at Options for Independent Living. They are also working on a written history of Independent Living Centers (ILCs) in Wisconsin and would welcome any information a board member knows of about the people instrumental in getting ILCs in Wisconsin. For instance Dr. Nystrom wrote the initial grant for an ILC in Northeast Wisconsin.

**NEXT MEETINGS:**

An Executive and Finance Committee meeting will be held, June 26, 2014, 8:30 a.m. at the ADRC  
The next regularly scheduled Board of Director's meeting will be at 8:30 a.m. on July 10, 2014 at the ADRC.

**ADJOURN:** Ms. Robinson/Ms. Campbell moved to adjourn the meeting. **MOTION CARRIED.**  
The meeting adjourned at 11:30 a.m.

Respectfully Submitted,  
Laurie Ropson  
Quality Assurance/Outreach Coordinator